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# Meeting Minutes

# Community Preservation Committee

**Meeting Minutes: 2/12/2018**

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| Penny Dumas | present | Barbara Search | present |
| Kadion Phillips | present | Kelly Emrich | present |
| Ed Goodwin | present | Heather Hart | present |
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| *Subject* | *Discussion* | *Action Items* | *Follow-up* |
| *Meeting* | PD opened the meeting at 7pm |  |  |
| *Meeting*  *Minutes* | 1/16/18 – A motion was made by EG and seconded by HH to approve the meeting minutes as amended. (6-0) |  |  |
| *Trails*  *with*  Thomas Chamberland | Mr. Chamberland gave an update on the phases of work to be done on CPC lands and is requesting trail funding.  A motion was made by EG and seconded by KP. (6-0)  To see if the town will vote to appropriate the sum of $30,000.00 to be allocated for the purpose of general trail funds for the design, engineering, permitting, construction, material, and supplies to build and preserve trails, parking lots and related facilities on CPC purchased properties in the Town of Sturbridge.  A motion was made by EG and seconded by KP to amend the motion to include: ***from Community Preservation Open Space funds***:  To see if the town will vote to appropriate **from Community Preservation Open Space funds**, the sum of $30,000.00 to be allocated for the purpose of general trail funds for the design, engineering, permitting, construction, material, and supplies to build and preserve trails, parking lots and related facilities on CPC purchased properties in the Town of Sturbridge.  Vote: 6-0 |  |  |
| Bob Briere  Cemetery Project | Bob Briere presented work outline for the Old Burial Ground and North Cemetery done by preservation consultants Fannin and Lehner.  BS made a motion and was seconded by EG:  To see if the Town will vote to appropriate from the Community Preservation Fund Undesignated Fund Balance the sum of $9,500.00 to be allocated for the purpose of conservation, rehabilitation and restoration of the Old Burial Ground and North Cemetery related administrative costs; or take any action in relation thereto.  Vote 6-0 |  |  |
| *Town*  *Barn*  *Fields* | The CPC discussed requesting a placeholder for this project with details on funding and recommendations are received.  KE made a motion and was seconded by HH:  Placeholder for the Town Barn Field project. Details and recommendations on funding will follow once recommendation are received from our Finance Director.  Vote 6-0 |  |  |
| *Center School*  *Office*  *Windows* | BS updated on Center School windows that information still needs to be gathered before a vote is taken. BS will request a quote for engineering funds:  .  EG made a motion and was seconded by HH:  Placeholder for Storm Windows for Center School Office Building. Barbara Search is working diligently on gathering pricing and information on engineering and a potential grant. Preliminary review supports the project but we need funding information and further details before we vote on the proposal.  Vote: 6-0 |  |  |
| *Administrative Funds* | A motion was made by KP and seconded by EG.  To see if the Town will vote to appropriate from the Community Preservation Fund, Undesignated Fund Balance, the sum of $15,000.00) to be allocated for the purpose of operating and administrative expenses in FY 2016 for the Community Preservation Committee (CPC); or take any action in relation thereto.  Vote: 6-0 |  |  |
| *Plan for*  *Public*  *Hearing-*  *Needs*  *Survey* | Discussion on what needed to be done in planning.   * Pick a date * Post in the local newspaper * Check in having televised/recorded for later replay * Invite guests such as Mr. Chamberland and Mr. Briere | HH will see that meeting is posted |  |
| *History*  *Survey* | BS updated that the survey should soon be posted online on the town website. |  |  |
| *Motion to*  *Adjourn* | A motion was made to adjourn at 8:33 PM by HH and seconded by KE. (6-0) |  |  |

Next Meeting: 3/5/18 at 7PM, Town Hall Meeting Room.

Submitted by: Kelly Emrich